

## EFFECTIVE

May 1, 2018.

## Subject(s)

**Administrative Policy Human Resources (APR) 350,  
Internships**

The Michigan Department of Health and Human Services (MDHHS) supports development of internship opportunities for students to meet academic degree requirements and/or to receive college credit if not an employee. Internships should be a meaningful experience for students, offering real-world exposure in their chosen field through selected assignments.

All internships must follow the procedures in APR-350.

The supervising manager/mentor will be responsible for establishing the intern's duties, interacting with the academic institution concerning degree program regulations and performance concerns, scheduling of the intern, and any required reporting for the academic institution and MDHHS.

For information about the internship programs, please contact:

**Health Services and Central Office Internships**

Tanya Green, Workforce Engagement and Transformation, 517-284-4778, [GreenT9@michigan.gov](mailto:GreenT9@michigan.gov).

**Human Services Internships**

Kearstyn Meyers, Office of Human Resources, 517- 373-1815, [MeyersK3@michigan.gov](mailto:MeyersK3@michigan.gov).

MANUAL  
MAINTENANCE  
INSTRUCTIONS

**Added Items ...**

[APR 350](#)